



FINANCIAL AID OFFICE
2024-2025 Request for SAP Appeal

Financial aid recipients must meet Satisfactory Academic Progress (SAP) standards in order to maintain financial aid eligibility. A student is considered to be making SAP when the following three conditions are met: minimum 2.0 GPA, minimum 67% completion rate, and completion of program of study within the 150% maximum time frame.

Name: _____ HCC ID # or SSN (last 4 digits): _____

Address: _____

Phone: (Home) _____ (Work) _____ (Cell) _____

Email: _____ Date of Birth: _____

1. Reason for Appeal:

- My cumulative GPA is below 2.0
My completion rate is below 67%
I have exceeded the 150% maximum time frame.

2. Is this your first SAP Appeal?

- Yes
No, my last appeal was submitted
(indicate term & year)

3. Indicate the mitigating circumstance that best describes your situation and attach the required documentation:

- LOSS OR CHANGE OF EMPLOYMENT (student, parent of dependent student, or spouse of independent student) WHICH PREVENTED CLASS PARTICIPATION
INJURY OR ILLNESS OF STUDENT OR IMMEDIATE FAMILY MEMBER WHICH PREVENTED CLASS PARTICIPATION
DEATH OF IMMEDIATE FAMILY MEMBER
EXCEEDED MAXIMUM TIME FRAME DUE TO PREVIOUSLY COMPLETED PROGRAM OR MORE THAN 30 REMEDIAL CREDIT HOURS
OTHER- Briefly describe the extraordinary event that prevented SAP compliance (to be more fully explained on page 2):

An appeal is permitted only for situations listed above that are beyond the student's control. Reasons which are not considered suitable justification for an appeal:

- Student was young, attended in high school, did not take school seriously, etc.
Student changed majors multiple times because he/she did not know what he/she wanted to do.
Student did not realize that withdrawals would adversely affect financial aid eligibility.
Student not able to successfully complete classes due to other obligations.



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6. CERTIFICATION & SIGNATURE:

With my signature, I certify the following:

- I have completed a 2024-2025 FAFSA and any steps as outlined by the FAO.
I am submitting a complete SAP Appeal Form and required documentation as outlined on page 1.
I understand that my appeal will not be reviewed if incomplete.
I understand that I will be notified of the status of my appeal in writing within two weeks of submission.
I have read HCC's Institutional Satisfactory Academic Progress Policy at www.haywood.edu/financial-aid/maintaining-eligibility-for-financial-aid

I certify that the information provided on this form and in the accompanying documentation is complete and correct. I agree, if requested, to provide additional documentation to support the information herein.

Print Student Name

HCC ID # or SSN (last 4 digits)

Student Signature

Date

WARNING! If you purposely give false or misleading information, you may be fined, imprisoned, or both.

For FAO Use Only:

Date Received: Reviewed By:

Appeal Decision: Approved Denied

Terms of Appeal:

- Complete all classes attempted
Complete all classes attempted with minimum GPA
Reinstated- this degree only
Reinstated- this semester only
Reinstated- only classes required for graduation
Reinstated- 4 semesters to complete 2nd degree (if SAP)
Meet with Success Coach 3 times during the semester
If does not meet terms, additional appeals will not be considered

Reason Appeal Denied:

- Did not meet terms of previous appeal
Inability to achieve SAP before hitting MTF/LEU
No extenuating circumstances
Incomplete
No supporting documentation

Other:

No additional SAP appeals will be considered

Notes: